



USAG-HI Employee Town Hall

**COL Douglas S. Mulbury
Commander, US Army Garrison, Hawaii**

May 2012

Our mission is to provide sustainable installation support and services for Soldiers, Families, and the military community that meets current and future mission requirements, promotes community well-being and enhances the natural environment

We are the Army's Home



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Agenda

- ✓ Situation Update
- ✓ Commander's Intent
- ✓ Progress Report
- ✓ Mission Update "Mock RIF"
- ✓ IEPP
- ✓ Questions and Answers



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Situation Update

- In December the Department of the Army notified Congress of 8000+ civilian personnel reductions, effective for FY13
 - IMCOM reduction target is 3,766
 - Garrison reduction target is 104
- IMCOM directed Garrisons to begin implementing and voluntary retirements and constructive personnel management measures to reduce its staffing to mandated end-strength by the end of September 2012.
- In early March IMCOM directed submission of RIF Packages from Garrisons not on glide path to achieving mandatory staffing level.
- Current projections reflect high probability that USAG-HI will meet its mandated staffing level, but will continue to have a significant workload to skill set mismatches.
- On 2 May IMCOM issued FRAGO 7 to OPORD 12-020 authorizing Garrisons offer another round of VERA/VSIP and the use of Mock RIF in determining the exact positions and personnel that would be impacted if RIF procedures were implemented.



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(Unchanged)

Garrison Commander's Intent

- We will realign our garrison consistent with higher HQs OPORDs and FY13 TDA with no adverse personnel actions, if possible, and compassionately complete all actions with dignity and respect for our employees.
- Identify and plan for continuity of functions critical for customer support, to include use of Soldier Skill Set Utilization Program
- Key Tasks:
 - Use targeted constructive personnel management when ever possible
 - Keep the workforce informed
 - Ensure mission success
- End State: USAG Hawaii fully functioning with all Employees fully engaged in meaningful positions that contribute to the success of the Garrison Mission



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Reduction/Reshape Progress Report

- Phase 1: Administrative Reassignments: (Completed)
- Phase 2: Voluntary Reassignments: (Completed)
- Phase 3: Internal Reassignments: (Completed)
- Results of Phase 1 – 3 Mitigation Strategies:
 - 58 VERA/VSIP
 - 98 Internal Reassignments
 - 31 Possible Management Directed Reassignments Identified
 - 7 USAG-HI/TAMC Partnership Reassignments
- Phase 4: Management Directed Reassignments: (In-progress)

Current Phase 4 projections:

- 31 Projected Management Directed Reassignments.



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Garrison Mission



USAG Hawaii will conduct a “Mock” Reduction-In-Force 14 May – 8 Jun 2012, for the purpose of identifying employees that would be impacted in the case of an official RIF action, assess the cost/benefit of conducting a RIF and to provide the potentially impacted Employee and Management the opportunity to effectively plan for transition support, in the event an official RIF is conducted.



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Mission Analysis

The Mock RIF will be based on the Garrison Commander's mission analysis review, that identifies:

- What positions (i.e., types, numbers, and locations) are excess because of the agency's reduced or revised mission;
- What positions (i.e., types, numbers, and locations) are still needed to perform the agency's continuing mission;
- What options are available to avoid involuntary separations; and
- What is the status of the agency's human resources organization to support this organizational change (including a status review of the agency's



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Mock RIF

- What it is:
 - Method of identifying and correcting problems in records to be used in an actual RIF before the errors impact the employee or the organization.
 - Is a tool to help the organization calculate cost of an official RIF action, i.e. severance pay, lump sum annual leave, etc.
 - A way of accurately identifying employees potentially impacted by a RIF as early as possible.
 - Provides opportunity for potentially impacted employees to participate in priority placement programs.
- What it isn't:
 - It is not a RIF.



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Mock RIF/RIF Factors (5 C.F.R. part 351)

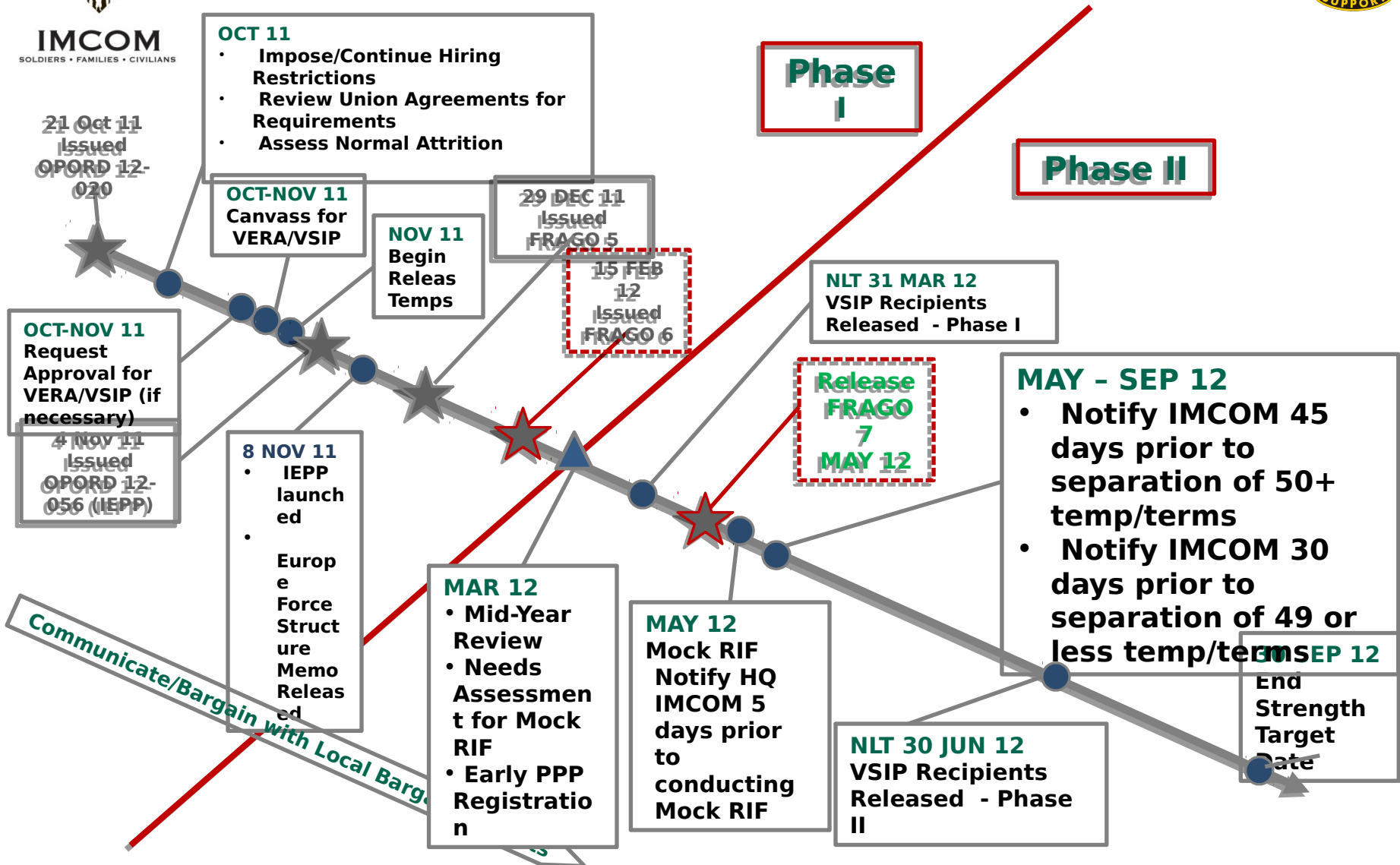
- The law provides that the RIF regulations must give effect to four retention factors:
 - (1) Tenure of employment (i.e., type of appointment);
 - (2) Veterans' preference;
 - (3) Total creditable Federal civilian and uniformed service; and
 - (4) Performance ratings.



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ANNEX K (Timeline for Pre-RIF Actions and RIF Planning)



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IMCOM Enterprise Placement Process (IEPP)

- Organizations seek Hiring Approval IAW 12-020 FRAGO 2 & 3.
- Approvals posted to IMCOM Portal.
- **Over-hire employees apply for consideration.**
- Position announced for a minimum of 3-days.
- **Employees submit resumes via email to HQ TF POC (identified on job-listing) for positions they want to be considered.**
- Consideration for current (or lower) grade only.
- Application will be coordinated with DHR to ensure meets intent of the program.
- Qualified applications will be forwarded to hiring official for selection.
- Not referred/selected applicants will be notified by HQ G1 staff.



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Summary



- A mock RIF is not a RIF.
- A mock RIF can be an extremely valuable tool in identifying errors in personnel records before errors negatively impact the employee.
- All resumes being updated and accurate is critical in obtaining accurate Mock RIF results.
- A Mock RIF allows leadership to assess the cost benefit of an actual RIF.
- The results of the Mock RIF will be released only to those potentially impacted employees and their supervisors.
- We will not lose focus on our commitment to excellence in serving our Units, Soldiers and Families.



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QUESTIONS AND ANSWERS

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End of Brief

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